

Thought for the Day: "Some pursue happiness, others create it."  
Author: Anonymous

**GOVERNING BOARD**

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Council Member  
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City of Sacramento

**SPECIAL MEETING OF THE HEAD START/EARLY HEAD START  
PARENT ADVISORY COMMITTEE**

**Date:** Tuesday, April 25, 2006  
**Time:** 6:00 p.m.  
**Location:** SETA Boardroom  
925 Del Paso Blvd.  
Sacramento, CA 95815

While the Head Start Parent Advisory Committee (PAC) welcomes and encourages participation in the Committee meetings, it would be appreciated if you would limit your comments to five minutes so that everyone may be heard. Matters under the jurisdiction of the Head Start Parent Advisory Committee and not on the posted agenda may be addressed by the general public under Public Participation, Item IX of this agenda. The Head Start Parent Advisory Committee limits testimony on matters not on the agenda to five minutes per person and not more than fifteen minutes for a particular subject.

**AGENDA**

**ADMINISTRATION**

925 Del Paso Blvd., Suite 200  
Sacramento, CA 95815  
Tel: (916) 263-3804  
Fax: (916) 263-3779  
Website: [www.headstart.seta.net](http://www.headstart.seta.net)

KATHY KOSSICK  
Executive Director

NORMA JOHNSON  
Deputy Director

- I. **Welcome**
  - A. Call to Order/Roll Call
  - B. PAC Meeting Attendance Update
- II. **Consent Items**
  - A. Approval of Minutes for PAC Meeting of March 14, 2006
- III. **Action Items**
  - A. Approval of Fiscal Year 2006-2007 Head Start/Early Head Start Budget
  - B. Approval of Fiscal Year 2006-2007 Head Start/Early Head Start Training/Technical Assistance Grant Application
- IV. **Information Items**
  - A. Standing Information
    - Introduction of New Staff
    - Upcoming Meetings/Trainings/Conferences/Events
      - Ms. Alma Hawkins, Ms. Belinda Malone, Mr. Robert Silva, Ms. Julita Bentz, Ms. Cathy Spivey and/or Ms. Judy Weber, Social Services/Parent Involvement Specialists

- NHTSA 33<sup>rd</sup> Annual Head Start Association Training Conference – May 10-13, 2006 (Wednesday – Saturday), Detroit, Michigan
- NHTSA Scholarships/Awards and Region IX Head Start Association Education Scholarships Awards
  - Average Daily Attendance (ADA) Report – Ms. Elsie Bowers
- Monthly Special Education Report – Ms. Beverly Sanford
- Program Content Area/Mental Health Report (February, April, June, August, October) – Ms. Melanie Nicolas
- Program Content Area/Disabilities Services Report (February, April, June, August, October) – Ms. Beverly Sanford
- California Head Start Association (CHSA) Report
- Fiscal Report (February, May, August, November) Mr. Kim Peck
- Community Resources/Recognitions – Parent Advisory Committee Representative/ Staff
- Parent/Staff Recognitions
- Grandparent/Foster Parent Report – Mr. Donald Clark and Ms. Inez Whitlow
- Child Care Center Food Menu (Attached)

A. California Department of Child Support Services

B. Governing Board Meeting Minutes

**V. Committee Reports**

- Executive Committee
  - Critique of the Parent Advisory Committee, March 14, 2006
- Personnel/Bylaws Committee
- Budget/Planning Committee
- Social/Hospitality/Fundraising
- Program Area Committee Reports:
  - Early Childhood Development and Health Services Committee
  - Family and Community Partnerships/Training Committee
  - Monitoring/Evaluation Committee (Self-Assessment) – Committee of the Whole
- Community Advocating Male Participation (C.A.M.P.) – Vacant
- Food Services Committee
- Early Head Start Committee
- Community Partnerships Advisory Committee (CPAC) – Ms. Zebadeisha Grooms (Representative)
- Health Services Advisory Committee (HSAC) – Ms. Dionne Wilson (Representative)

**VI. Other Reports**

- Chair's Report – Ms. Denise Nelson
- Policy Council Report(s) – Ms. Sherry Gangloff, Ms. Zebadeisha Grooms, Ms. Kenesha Gray, Ms. Paula Stackhouse, Mr. Donald Clark and Ms. Ana Melara
- Head Start Deputy Executive Director's Report - Ms. Norma Johnson
- Manager - Administration, Staff Development and Parent Services Report - Ms. Buffie Engstrom
- Manager - Program Support Services Report - Ms. Brenda Campos-Peck
- Manager, Child Development and Education Services Report - Ms. Denise Lee
- Manager - EHS, Special Projects and Community Partnerships Report - Vacant

**VII. Center Updates**

**VIII. Discussion**

**IX. Public Participation**

X. **Adjournment**

**Distribution Date: Thursday, April 20, 2006**

## ITEM I-A – ROLL CALL

The Parent Advisory Committee Secretary will call the roll for the following members:

\_\_\_ **Vacant**, Auberry Park Head Start  
\_\_\_ Coral Humphrey, Bannan Creek Head Start  
\_\_\_ Zebadeisha Grooms, Broadway Early Learning Center  
\_\_\_ Avonnee Diggs, Center of Praise Head Start  
\_\_\_ **Vacant**, Countrywood Head Start  
\_\_\_ Nysheka Robinson, Crossroads Garden Head Start  
\_\_\_ **Vacant**, CSUS Head Start  
\_\_\_ Crystal Tapa, Dos Rios Head Start  
\_\_\_ **Vacant**, Early Head Start /Home Base  
\_\_\_ **Vacant**, Florin Meadows Head Start  
\_\_\_ Kathy Ruiz, Franklin Head Start  
\_\_\_ Kenesha Gray, Freedom Park Head Start  
\_\_\_ Dionne Wilson, Fruitridge Head Start  
\_\_\_ Vickie Snoe, Galt Head Start  
\_\_\_ **Vacant**, Grace Lutheran Head Start  
\_\_\_ Brenda Huerta, Grant Skills Center  
\_\_\_ **Vacant**, Hillsdale Head Start  
\_\_\_ Monica Mejia, Home Base  
\_\_\_ **Vacant**, Home Base  
\_\_\_ Camilla Varo, Job Corp Head Start  
\_\_\_ Minerva Gillette, Kennedy Estates Head Start  
\_\_\_ Tina Jimenez, La Riviera Head Start  
\_\_\_ Sara Fuentes, LaVerne Stewart Head Start  
\_\_\_ Ana Melara, Marie Cleveland's Bright Beginnings Head Start  
\_\_\_ Sherry Gangloff, Mather Head Start  
\_\_\_ **Vacant**, Mulberry Commons Head Start  
\_\_\_ **Vacant**, Nedra Court Head Start  
\_\_\_ **Vacant**, New Helvetia 1 Head Start  
\_\_\_ **Vacant**, New Helvetia 2 Head Start  
\_\_\_ Rosalie Cornett, Northview Head Start  
\_\_\_ **Vacant**, Norwood Head Start  
\_\_\_ **Vacant**, Parker Avenue Head Start  
\_\_\_ **Vacant**, Phoenix Park Head Start  
\_\_\_ **Vacant**, Sharon Neese Early Learning Center  
\_\_\_ Kim Creed, Sierra View Head Start  
\_\_\_ **Vacant**, Strizek Head Start  
\_\_\_ Paula Stackhouse, Vineland Head Start  
\_\_\_ Lynda Paulsen, Walnut Grove Head Start  
\_\_\_ Veronica Rodriquez, Whispering Pines Head Start  
\_\_\_ Inez Whitlow, Foster Parent Representative  
\_\_\_ **Vacant**, Foster Parent Representative  
\_\_\_ Donald Clark, Grandparent Representative  
\_\_\_ **Vacant**, Grandparent Representative  
\_\_\_ **Vacant**, Male Involvement Representative  
\_\_\_ Denise Nelson, Out Going Chair  
\_\_\_ **Vacant**, Past Parent/Community Representative  
\_\_\_ Keysha Davis, Past Parent/Community Representative

### **New Representatives to be seated:**

\_\_\_ Rebekah Boone, Hillsdale Head Start  
\_\_\_ Ranisha Tenner, Countrywood Head Start  
\_\_\_ Aracely Cerpas, Nedra Court Head Start

**ITEM I-B – PAC MEETING ATTENDANCE UPDATE**

The PAC was seated on November 8, 2005

PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE PROGRAM YEAR 2005-2006

	CENTER	11/8	12/13	1/10	2/14	3/14	4/25	5/9	6/13	7/11	8/8	9/12	10/10
Vacant	AP												
Coral Humphrey Seated 3/06	BC					X							
Zebadeisha Grooms Seated 11/05	BLC	X	X	U	X	X							
Avonnee Diggs S/B Seated 11/05	COP	U	X	X	X	X							
Vacant	CW												
Nysheka Robinson Seated 12/05	CR		X	X	U	X							
Vacant	CSUS												
Crystal Tapa Seated 11/05	DR	X	X	X	X	U							
Vacant	EHS/HB												
Vacant	EHS/HB												
Kathy Ruiz Seated 03/06	F					X							
Vacant	FM												
Kenessa Gray Seated 11/05	FP	X	X	U	X	X							
Dionne Wilson Seated 11/05	FT	X	X	X		X							
Vickie Snoe Seated 03/06	G					X							
Vacant	GL												
Brenda Huerta Seated 11/05	GSC	X	X	X	X	X							
Rebekah Boone S/B Seated 03/06	H					U							
Monica Mejia S/B Seated 11/05	HB	U	X	X	X	E							
Vacant	HB												
Camilla Varo Seated 12/05	JC		X	E	X	U							
Minerva Gillette Reseated 03/06	K					X							
Tina Jimenez S/B Seated 11/05	LAR	U	X	X	X	E							
Sara Fuentes Seated 11/05	LVS	X	X	X	E	X							
Ana Melara Seated 11/05	MCBB	X	E	X	X	X							
Sherry Gangloff Seated 11/05	M	X	X	X	X	X							
Vacant	MULBC												
Aracely Cerpas S/B Seated 02/06	NC				AP	U							
Vacant	NH1												
Vacant	NH2												
Rosalie Cornett Seated 11/05	NV	X	X	X	X	X							
Vacant	N												
Vacant	PA												
Vacant	PP												
Vacant	S												
Vacant	SN												
Kim Creed Seated 11/05	SVE	X	X	X	X	X							
Paula Stackhouse Seated 02/06	V				X	X							
Lynda Paulsen S/B Seated 12/05	WG		E	E	X	X							
Veronica Rodriguez Reseated 01/06	WP			X	X	X							
Inez Whitlow S/B Seated 11/05	FPR	U	X	X	X	X							
Vacant	FPR												
Donald Clark Reseated 03/06	GPR					X							
Vacant	GPR												
Vacant	MIR												
Denise Nelson Seated 11/05	OGC	X	X	X	X	X							
Keysha Davis S/B Seated 11/05	PPR	E	X	X	U	X							
Vacant	PPR												

Members: If you cannot attend a meeting and are going to be absent, you must:

1. First, call your Alternate to see if they can attend in your place,
2. Second, call Head Start Social Services/Parent Involvement Coordinator, Ms. Marie Desha at 263-4082, and
3. Third, please call PAC Chair, Ms. Denise Nelson at 427-9226 or the PAC Secretary, Ms. Lori Black at 263-4068.

PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE UPDATE  
PROGRAM YEAR 2005-2006  
(Continued)

**Center Abbreviations**

<b>AP:</b>	Auberry Park	<b>K:</b>	Kennedy Estates
<b>BC:</b>	Bannon Creek	<b>LAR:</b>	La Riviera
<b>BLC:</b>	Broadway Early Learning Center	<b>LVS:</b>	LaVerne Stewart
<b>COP:</b>	Center of Praise	<b>M:</b>	Mather
<b>CR:</b>	Crossroads Garden	<b>MCBB:</b>	Marie Cleveland Bright Beginnings
<b>CSUS:</b>	CA State University, Sacramento	<b>MULBC:</b>	Mulberry Commons
<b>CW:</b>	Countrywood	<b>N:</b>	Norwood
<b>DR:</b>	Dos Rios	<b>NC:</b>	Nedra Court
<b>EHS:</b>	Early Head Start	<b>NH1:</b>	New Helvetia 1
<b>FM:</b>	Florin Meadows	<b>NH2:</b>	New Helvetia 2
<b>FR:</b>	Franklin	<b>NV:</b>	Northview
<b>FP:</b>	Freedom Park	<b>PA:</b>	Parker Avenue
<b>FT:</b>	Fruitridge	<b>PP:</b>	Phoenix Park
<b>G:</b>	Galt	<b>SN:</b>	Sharon Neese
<b>GL:</b>	Grace Lutheran	<b>S:</b>	Strizek
<b>GSC:</b>	Grant Skills Center	<b>SVE:</b>	Sierra Vista Elementary
<b>H:</b>	Hillsdale	<b>V:</b>	Vineland
<b>HB:</b>	Home Based	<b>WG:</b>	Walnut Grove
<b>JC:</b>	Job Corps	<b>WP:</b>	Whispering Pines

**Representative Abbreviations**

<b>FPR:</b>	Foster Parent Representative
<b>GPR:</b>	Grandparent Representative
<b>MIR:</b>	Male Involvement Representative
<b>OGC:</b>	Out Going Chair
<b>PPR:</b>	Past Parent Representative

**Attendance Record Abbreviations**

<b>X:</b>	Present
<b>E:</b>	Excused
<b>AP:</b>	Alternate Present
<b>AE:</b>	Alternate Excused
<b>U:</b>	Unexcused
<b>PAC:</b>	Parent Advisory Committee

**ITEM II-A – CONSENT ITEM**

**APPROVAL OF MINUTES FOR PAC MEETING**  
**MARCH 14, 2006**

**BACKGROUND:**

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of March 14, 2006.

**NOTES:**

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**ACTION:** Moved \_\_\_\_\_ Seconded \_\_\_\_\_

**VOTE:** Aye \_\_\_\_\_ Nay \_\_\_\_\_ Abstain \_\_\_\_\_

**MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE**  
**MINUTES/SYNOPSIS**

SETA Boardroom  
925 Del Paso Blvd.  
Sacramento, CA 95815

March 14, 2006  
6:00 p.m.

**I. Welcome**

**A. Call to Order/Roll Call**

The meeting was called to order at 6:10 p.m. The Thought for the Day was read by Ms. Dionne Wilson. Roll was called. Quorum confirmed.

**Members Present:**

Zebadeisha Grooms  
Avonnee Diggs  
Nysheka Robinson  
Kenesha Gray  
Dionne Wilson  
Brenda Huerta  
Minerva Gillette  
Sara Fuentes  
Ana Melara  
Sherry Gangloff  
Rosalie Cornett  
Kim Creed  
Paula Stackhouse  
Lynda Paulsen  
Veronica Rodriguez  
Inez Whitlow (6:20 arrival)  
Donald Clark  
Denise Nelson  
Keysha Davis

**Members Absent:**

Crystal Tapa (U)  
Monica Mejia (E)  
Camilla Varo (U)  
Tina Jimenez (U)  
Yvette Lee (Resigned)

**New Representatives Seated:**

Kathy Ruiz, Franklin Head Start; Virginia (Vicky) Snoe, Galt Head Start; Coral Humphrey, Bannon Creek Head Start. (**Reseated:** Donald Clark, Grandparent Representative; Minerva Gillette, Kennedy Estates Head Start.)

**New Representatives Absent:**

Rebekah Boone, Hillsdale Head Start (U); Aracely Cerpas, Nedra Court Head Start (U).

B. PAC Meeting Attendance Update read by Ms. Denise Nelson.

**II. Consent Items**

A. Approval of Minutes for PAC Meeting of February 14, 2006 – Background read by Ms. Nelson.

Motion by Ms. Sherry Gangloff to approve the minutes by show of hands vote. Seconded by Ms. Paula Stackhouse. Discussion: On page 1 under Members Absent, delete the *0* from Joanne Castillo's name. On page 3, Action Item III-A, Vote results: delete *Fourth Alternate*. (Ms. Jimenez received zero votes and therefore could not be elected fourth Alternate.) Ayes: 18. Nays: 0. Abstentions: 2 (Ms. Nelson and Ms. Minerva Gillette). The minutes were approved as corrected.



### III. Action Items

- A. Approval of Fiscal Year 2006-2007 SETA Operated Program Tracks – Background read by Ms. Nelson. Motion by Ms. Kenesha Gray to approve the Tracks by show of hands vote. Seconded by Mr. Donald Clark. No discussion. Ayes: 18. Nays: 0. Abstentions: 2 (Ms. Nelson and Ms. Gillette).
- B. Approval of Fiscal Year 2006-2007 SETA Operated Program Options – Background read by Ms. Nelson. Ms. Marie Desha explained the Options chart included in the agenda. Motion by Ms. Zebadeisha Grooms to approve the Options by show of hands vote. Seconded by Ms. Lynda Paulsen.

(Ms. Inez Whitlow arrived at 6:20 p.m.)

Ayes: 18. Nays: 0. Abstentions: 3 (Ms. Nelson, Ms. Gillette and Ms. Whitlow).

- C. Selection of Representatives and Alternates to Attend the National Head Start Association (NHSA) Training Conference (May 10-13, 2006, Detroit, Michigan) – Background read by Ms. Nelson. Conference information and attendance guidelines included in the agenda. Ms. Nelson shared that in the past, two Representatives were selected to attend the Conference. This rule must be amended (due to the amount of money remaining in the budget for national conferences). Ms. Desha shared that there was \$6,000 in the Head Start T/TA and \$750 in the Basic Grants for parent conferences. At a cost of approximately \$5,876, two PAC and two PC Representatives attended the NHSA Parent Training Conference, leaving a balance of approximately \$874. Ms. Norma Johnson will try to find money in the budget to send one Representative from PC and one from PAC, along with the PC/PAC Chair (Ms. Nelson), to the NHSA Training Conference.

Motion by Ms. Whitlow, seconded by Ms. Gangloff, to suspend the rule and select one Alternate to attend the Conference by show of hands vote. Discussion: Ms. Desha shared (at Ms. Johnson's request) if a male is selected at the PAC level, a male must be selected at the PC level, due to the double-occupancy hotel accommodations. The Agency will pay for all airfare, hotel lodging, meal expenses and childcare reimbursements. Parents will leave Sacramento Tuesday, May 9, 2006, and return Saturday, May 13<sup>th</sup> after the Closing General Session at noon (training schedule attached). There will be a travel meeting prior to departure. Ayes: 19. Nays: 0. Abstentions: 2 (Ms. Nelson and Ms. Gillette).

Nominees: Inez Whitlow, Zebadeisha Grooms and Kathy Ruiz. Each Representative explained why they would like to attend the conference.

Vote results: Ms. Grooms was selected Representative with 12 votes. Ms. Whitlow and Ms. Ruiz tied with 4 votes each. In lieu of a tie-breaker vote, the Chair selected Ms. Ruiz for 1<sup>st</sup> Alternate and Ms. Whitlow for 2<sup>nd</sup> Alternate.

(The initial vote was reviewed by Ms. Desha and Ms. Nelson: the vote count should have been stated: Ayes: 20, Nays: 0 and Abstentions: 2 [Ms. Nelson and Ms. Gillette].)

- D. Election of Policy Council Alternates 2005-2006 (PAC) – Background read by Ms. Nelson. Current Policy Council Representatives are Sherry Gangloff, Zebadeisha Grooms, Sara Fuentes, Kenesha Gray, Donald Clark and Ana Melara; Crystal Tapa 1<sup>st</sup> Alternate, Paula Stackhouse 2<sup>nd</sup> Alternate, and Dionne Wilson 3<sup>rd</sup> Alternate. Motion by Mr. Donald Clark to elect Alternates by hand count vote. Seconded by Ms. Gangloff. Discussion: Ms. Desha shared information on the Policy Council and Performance Standards. Ayes: 20. Nays: 0. Abstentions: 2. (Ms. Nelson and Ms. Gillette).

Nominees: Brenda Huerta, Avonnee Diggs, Coral Humphrey, Vicky Snoe and Kathy Ruiz. Each Representative explained why they would like to hold the position.

Vote results: Ms. Ruiz was elected Alternate with 7 votes. All others tied with 4 votes and were ranked by the Chair in the following order: Ms. Huerta, 4<sup>th</sup> Alternate; Ms. Diggs, 5<sup>th</sup> Alternate; and Ms. Snoe, 6<sup>th</sup> Alternate.

- E. Election of Secretary – Background read by Ms. Nelson. Motion by Ms. Gray to elect a Secretary by show of hands vote. Seconded by Ms. Kim Creed. Discussion: Ms. Desha further explained the duties of Secretary. The Chair opened the floor for nominations.

Nominees: Kenesha Gray, Paula Stackhouse and Vicky Snoe. Each explained why they would like to hold the position.

Vote results: Ms. Gray – 8. Ms. Stackhouse – 6. Ms. Snoe – 7. Ms. Gray was elected Secretary with 8 votes.

Ayes: 20. Nays: 0. Abstentions: 2 (Ms. Nelson and Ms. Gillette).

#### IV. Information Items

##### A. Standing Information

- Introduction of New Staff – Ms. Sharon Adams, Program Officer, introduced new Family Services Workers (FSW's) from Sharon Neese Early Learning Center, Whispering Pines, Bright Beginnings and Grace Lutheran Head Start Centers.
- Program Content Area/Disabilities Services Report (February, April, June, August, October) – Ms. Sanford explained her job duties as Disabilities Coordinator for the SETA Head Start/Early Head Start Program. She provided handouts and asked parents to make copies and share the information at their next center parent meeting. Handouts included the Head Start Fact Sheet, *Reasons for Concern* brochures in English and Spanish, IEP flyer, How to Access Services flyer, the *Bridges* publication and Sacramento Co. Head Start Special Education Report 2005/2006. Please call Ms. Sanford at 263-3056 with any questions or if more center information is needed.
- Monthly Special Education Report – Ms. Beverly Sanford explained the Special Education Report handout and asked parents to ignore the second reference to “County” on the graph chart.
- Parent Leadership Institute Report(s) – March 6-8, 2006, Hilton Hotel, Concord, CA – Ms. Davis, Ms. Gray, Ms. Creed, Mr. Clark, Ms. Ruiz, Ms. Gangloff and Ms. Nelson shared on the conference. Everyone enjoyed the Institute. The speaker, Ms. Betty Haas, was a very motivating and fun teacher. Parents learned about teambuilding and identifying personal leadership skills. She taught the importance of valuing the differences in others; each individual (personality style) has positive attributes. Parents had a great time scrap booking/sharing family photos, bonding, shopping and dining. Parents enjoyed the slide presentation Mr. Francisco Navarro (SETA Head Start Social Worker) created while at the Institute.
- Community Resources/Recognitions – Parent Advisory Committee Representative/ Staff – A prize raffle was held.
- Child Care Center Food Menu – Attached for review.

##### B. Governing Board Meeting Minutes – Attached for review.

##### A. Standing Information (continued).

- Upcoming Meetings/Trainings/Conferences/Events (Resumed)  
Ms. Alma Hawkins, Ms. Belinda Malone, Mr. Robert Silva, Ms. Julita Bentz, Ms. Cathy

- Spivey and/or Ms. Judy Weber, Social Services/Parent Involvement Specialists – Ms. Judy Weber, Family Partnerships Unit, shared the upcoming events and provided handouts. Literacy Night, featuring The Cat In The Hat and another storybook character, will be tonight, 6:00-8:00 p.m., in the SETA Sequoia Room. Dinner will be served. Lots of activities and free books. Movie Literacy Night will be March 29<sup>th</sup> in the SETA parking lot (indoors if raining). (Park in the front of building; movie on the side.) RSVP to Ms. Alma Walton, 263-0540 or Ms. Julita Bentz, 263-8124. Ms. Amy Banh thanked the PAC for spreading the word on her dental training last Friday. It was a huge success. The legal clinic was a great success.

(Raffle prizes were awarded.)

#### **V. Committee Reports (out of order)**

- Executive Committee
  - Critique of the Parent Advisory Committee, February 14, 2006 – Read by Ms. Stackhouse.
- Personnel/Bylaws Committee – The next meeting is Thursday, March 23, 2006, 9:00 a.m.
- Budget/Planning Committee – The next meeting is April 4, 2006, 12 noon, and Tuesday, April 18, 12 noon.
- Social/Hospitality/Fundraising – June 7, 2006, 1:00 p.m., Oak Room.
- Program Area Committee Reports:
  - Early Childhood Development and Health Services Committee – To be announced.
  - Family and Community Partnerships/Training Committee – The next meeting is Tuesday, March 21<sup>st</sup> at 9:30 a.m.
  - Monitoring/Evaluation Committee (Self-Assessment) – Committee of the Whole.
- Community Advocating Male Participation (C.A.M.P.) – Vacant.
- Food Services Committee – The next meeting is Tuesday, May 9, 2006, 5:00 p.m., Oak Room.
- Early Head Start Committee – The next meeting is Thursday, March 16<sup>th</sup>, 10:00 a.m.
- Community Partnerships Advisory Committee (CPAC) – Ms. Zebadeisha Grooms (Representative) – The next meeting is Thursday, April 6<sup>th</sup>, 11:30 a.m., Shasta Room.
- Health Services Advisory Committee (HSAC) – Ms. Dionne Wilson (Representative) – The next meeting is Thursday, April 6<sup>th</sup>, 5:30 p.m., Sequoia Room.

#### **IV. Information Items (continued)**

##### **A. Standing Information (continued).**

- California Head Start Association (CHSA) Report – No report.
- Fiscal Report (February, May, August, November) Mr. Kim Peck – No report.
- Average Daily Attendance (ADA) Report – Ms. Elsie Bowers – No report.
- Program Content Area/Mental Health Report (February, April, June, August, October) – Ms. Melanie Nicolas – No report.
- Parent/Staff Recognitions – No report
- Grandparent/Foster Parent Report – Mr. Donald Clark and Ms. Inez Whitlow – No report.

#### **VI. Other Reports**

- Chair's Report – Ms. Denise Nelson – Mr. Casey Casebolt, a former PAC Representative and Male Involvement Representative passed away recently. His daughter Ms. Emma Casebolt is an employee (Associate Teacher) at Hillsdale Head Start. Ms. Edwina Myers recently lost her husband. Please keep these families in prayer. The Chair asked everyone to fill in their information on the E-mail/Birthday list being passed around.
- Policy Council Report(s) – Ms. Sherry Gangloff, Ms. Zebadeisha Grooms, Ms. Kenesha Gray, Ms. Sarah Fuentes, Mr. Donald Clark and Ms. Ana Melara – No report.

- Head Start Deputy Executive Director's Report – Ms. Norma Johnson – No report.
- Manager - Administration, Staff Development and Parent Services Report - Ms. Buffie Engstrom – No report.
- Manager - Program Support Services Report - Ms. Brenda Campos-Peck – No report.
- Manager, Child Development and Education Services Report - Ms. Denise Lee reported that she is Manager of Program Operations and oversees all of the operations at the Head Start Centers. Ms. Lee introduced the Program Officers in attendance and indicated which cluster (groups of Head Start centers located in specific areas of Sacramento County) they oversee: Lisa Carr, South Cluster; Betsy Uda, East Cluster; Karen Gonzales, Midtown Cluster; and Debbie Eastman, North Cluster. Nathaniel Gale (not in attendance) also has South Cluster. Program Officers directly oversee the Site Supervisors at the centers and all of the staff that the Site Supervisors oversee. The centers have just finished a Desired Result Developmental Profile on the children, in which teachers are assessing the children on how well they are progressing in the educational goals parents have. Check with your teacher for Profile results. These assessments are done three times per year; this is the mid point. Head Start is still offering opportunities during the summer months (Kindergarten Kick-off Camp). Encourage families to enroll into Head Start. Early Head Start is always yearly. (Pending slot opening.) Franklin and Grace Lutheran will not be open in the summer.
- Manager - EHS, Special Projects and Community Partnerships Report – Vacant.

#### **VII. Center Updates**

Ms. Stackhouse shared that Vineland will be going to the zoo.

Ms. Huerta shared that at Grant the children have to sign in now, as well as the parents. It is a great learning experience for them.

#### **VIII. Discussion**

Ms. Gillette shared that during lunch at Kennedy Estates, her daughter accidentally licked the serving spoon while serving herself. One of the teachers did not handle the situation professionally and frightened her. The teacher regularly walks out of the class rather than handling such situations. Ms. Lee will have Mr. Gale follow up with Ms. Gillette.

Ms. Snoe shared that there is a lack of parking spaces at Galt; approximately 10 spaces. There has already been an accident due to the congested parking and high-speed traffic on the main street. Parents must resort to parking illegally across the street. The adjacent parking lot is a dirt lot and gets muddy in the rain. She asked if there were future plans to move the center or address the issue of lack of parking. Ms. Carr shared SETA is planning on opening another center hopefully in August. She asked p.m. parents to come closer to 12:30 p.m. Ms. Lee will discuss this with Ms. Brenda Campos to see if this issue can be resolved. Ms. Buffie Engstrom shared that it might be a good advocacy project for parents to look into how to petition the city to put speed bumps on that street.

Ms. Snoe asked about the two-year waiting list at Galt. Ms. Lee shared they are addressing this by opening a new center soon.

Ms. Paulsen is concerned because the speech therapist at Walnut Grove has shown up only two times and her daughter is in need of speech therapy. Ms. Engstrom will ask Ms. Sanford, Disabilities Coordinator, to follow up.

#### **IX. Public Participation**

No public participation cards.

#### **X. Adjournment – 7:45 p.m.**

**ITEM III-A – ACTION ITEM**

**APPROVAL OF FISCAL YEAR 2006-2007  
HEAD START/EARLY HEAD START BUDGET**

**BACKGROUND:**

This agenda item provides an opportunity for the Parent Advisory Committee to approve the Head Start/Early Head Start budget for Fiscal Year 2006-2007 in the amount of \$38,801,198 for Head Start, and \$4,656,217 for Early Head Start. The Budget/Planning Committee met five times with Ms. Norma Johnson, Deputy Executive Director, Head Start Children and Family Services, to provide input on the budget.

Ms. Norma Johnson will be available to answer any questions

**RECOMMENDATION:**

That the Parent Advisory Committee approves the Head Start/Early Head Start Budget for Fiscal Year 2006-2007.

**NOTES:**

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**ACTION:** Moved \_\_\_\_\_ Seconded \_\_\_\_\_

**VOTE:** Aye \_\_\_\_\_ Nay \_\_\_\_\_ Abstain \_\_\_\_\_

**ITEM III-B – ACTION ITEM**

**APPROVAL OF FISCAL YEAR 2006-2007 HEAD START/EARLY HEAD START TRAINING/TECHNICAL ASSISTANCE GRANT APPLICATION**

**BACKGROUND:**

This agenda item provides an opportunity for the Parent Advisory Committee to approve the Head Start/Early Head Start Fiscal Year 2006-2007 Training/Technical Assistance Grant Application in the amount of \$361,068 Head Start, and \$117,581 Early Head Start. The Training Committee met three times to provide input on the budget.

Ms. Belinda Malone, SS/PI Specialist, will provide an oral report.

**RECOMMENDATION:**

That the Parent Advisory Committee approves the Head Start/Early Head Start Fiscal Year 2006-2007 Training/Technical Assistance Grant Application.

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**ACTION:** Moved \_\_\_\_\_ Seconded \_\_\_\_\_

**VOTE:** Aye \_\_\_\_\_ Nay \_\_\_\_\_ Abstain \_\_\_\_\_

**ITEM IV-A – INFORMATION ITEMS**

**STANDING INFORMATION**

**BACKGROUND:**

This agenda item provides an opportunity for information to be shared on the following:

**IV. Information Items**

**A. Standing Information**

- Introduction of New Staff
- Upcoming Meetings/Trainings/Conferences/Events
  - Ms. Alma Hawkins, Ms. Belinda Malone, Mr. Robert Silva, Ms. Julita Bentz, Ms. Cathy Spivey and/or Ms. Judy Weber, Social Services/Parent Involvement Specialists
  - NHSA 33<sup>rd</sup> Annual Head Start Association Training Conference – May 10-13, 2006 (Wednesday-Saturday), Detroit, Michigan
  - NHSA Scholarships/Awards and Region IX Head Start Association Education Scholarships Awards
- Average Daily Attendance (ADA) Report – Ms. Elsie Bowers
- Monthly Special Education Report – Ms. Beverly Sanford
- Program Content Area/Mental Health Report (February, April, June, August, October) – Ms. Melanie Nicolas
- Program Content Area/Disabilities Services Report (February, April, June, August, October) – Ms. Beverly Sanford
- California Head Start Association (CHSA) Report
- Fiscal Report (February, May, August, November) Mr. Kim Peck
- Community Resources/Recognitions – Parent Advisory Committee Representative/ Staff
- Parent/Staff Recognitions
- Grandparent/Foster Parent Report – Mr. Donald Clark and Ms. Inez Whitlow
- Child Care Center Food Menu (Attached)

**NOTES:**

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**ITEM IV-B – INFORMATION**

**CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES**

**BACKGROUND:**

This agenda item provides an opportunity for the Parent Advisory Committee to review recent changes to the State’s child support program that will impact many families receiving services.

Staff will be available to answer questions.

**NOTES:**

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**ITEM IV-C – INFORMATION**  
**GOVERNING BOARD MINUTES**

**BACKGROUND:**

The Governing Board Meeting minutes are attached for your review.

**NOTES:**

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## ITEM V – COMMITTEE REPORTS

### BACKGROUND:

This agenda item provides an opportunity for the PAC Executive Committee to present a report.

- Executive Committee
  - Critique of the Parent Advisory Committee, March 14, 2006
- Personnel/Bylaws Committee
- Budget/Planning Committee
- Social/Hospitality/Fundraising Committee
- Program Area Committee Reports:
  - Early Childhood Development and Health Services Committee
  - Family and Community Partnerships/Training Committee
  - Monitoring/Evaluation Committee (Self-Assessment) – Committee of the Whole
- Community Advocating Male Participation (C.A.M.P.) – Vacant
- Food Services Committee
- Early Head Start Committee
- Community Partnerships Advisory Committee (CPAC) – Ms. Zebadeisha Grooms (Representative)
- Health Services Advisory Committee (HSAC) – Ms. Dionne Wilson (Representative)

### NOTES:

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**PAC EXECUTIVE COMMITTEE CRITIQUE**  
**OF THE MARCH 14, 2006 MEETING**

<b>GOOD</b>	<b>NEEDS IMPROVEMENT</b>
1. Participation by Representatives in making motions	1. Getting up and walking out without the Chair's permission
2. Attendance	2. Turning cell phones off
	3. Committee reports
	4. Passing notes

**NOTES:**

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**ITEM VI – OTHER REPORTS**

**BACKGROUND:**

This agenda item provides an opportunity for other reports to be shared with PAC.

- Chair’s Report – Ms. Denise Nelson
- Policy Council Report(s) – Ms. Sherry Gangloff, Ms. Zebadeisha Grooms, Ms. Kenesha Gray, Ms. Paula Stackhouse, Mr. Donald Clark and Ms. Ana Melara
- Head Start Deputy Executive Director's Report - Ms. Norma Johnson
- Manager - Administration, Staff Development and Parent Services Report - Ms. Buffie Engstrom
- Manager - Program Support Services Report - Ms. Brenda Campos-Peck
- Manager - Child Development and Education Services Report - Ms. Denise Lee
- Manager - EHS, Special Projects and Community Partnerships Report - Vacant

**NOTES:**

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**ITEM VII – CENTER UPDATES**

**BACKGROUND:**

This agenda item provides an opportunity for Head Start (SOP) centers to give an update on their activities.

**NOTES:**

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**ITEM VIII – DISCUSSION**

**BACKGROUND:**

This agenda item allows Parent Advisory Committee members the opportunity to ask questions about the program pertinent to their centers.

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**ITEM IX – PUBLIC PARTICIPATION**

**BACKGROUND:**

Participation of the general public at the SETA-Operated Parent Advisory Committee is encouraged. Members of the audience are asked to address their request to the Chair if they wish to speak.

**NOTES:**

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